



Leander, Texas - SmartCode Update

REQUEST FOR QUOTE

Introduction

The City of Leander adopted the SmartCode as the land development regulatory tool for its 2,300 acre Transit Oriented Development (TOD) district in September 2005. Since that time, the SmartCode has evolved and improved and the City would like to incorporate those improvements through an update process. In addition, the City is interested in modifying the adopted Transect Map for the TOD to include adjustments to the location of transect zones while maintaining the overall densities and resultant improvement values projected in the original plan.

Scope of Work

Project Start-Up

- Work with the City and stakeholders to develop the detailed work plan and timeline for the project including identifying specific modifications to the SmartCode and Transect Map.

Transect Map Revision

- Work with the City and stakeholders to prepare a modified Transect Map that concentrates the highest intensity of development around the Capital Metro rail station, incorporates already approved plans, and takes into consideration the impact of the current design of the US 183A toll way on the development of adjacent properties.
- The consultant will prepare the updated map and will provide the City with a final PDF and an editable version of the map in a software application format approved by the City.

SmartCode Version Update

- Work with the City and stakeholders to prepare an update of the City's adopted SmartCode to incorporate appropriate changes from the adopted version to the most current version (9.2 or later) of the SmartCode. This update will include incorporating all calibration that was done for the initial adoption of the Code, any edits or revisions that have been subsequently adopted, and any adjustments or modifications to the calibration to address issues that have arisen or to implement best practices.
- The consultant will prepare the modifications to the text, graphics and tables of the SmartCode and will furnish the City with both a final PDF and an editable version of the SmartCode text, tables and graphics.



Training

- The consultant will conduct a training session for property owners, realtors, developers, design consultants and the general public to explain the modifications to the Transect Map and SmartCode and to provide training on how to comply with the code and the procedures for submitting development applications.
- The consultant will conduct a training session for City staff to explain the modifications to the Transect Map and SmartCode and to provide training on how to review development applications for compliance with the SmartCode.

Public Meetings

- The consultant will participate in public meetings as a part of the update process including, at a minimum, a presentation to the Planning and Zoning Commission and the City Council. The consultant should stipulate the cost for attending additional public meetings if required.

Consultant Qualifications

The City is interested in working with consultants who have prior experience with local calibration of the SmartCode, preferably for municipalities in the State of Texas. Further, the City would prefer a consultant who has worked with a municipality to upgrade a locally calibrated SmartCode from a prior version to a newer version.

Consultants should submit qualifications and samples of work that meet the City's requirements along with a fee proposal based upon the preliminary scope of work described above.

Supplemental Information:

A copy of the City's currently adopted SmartCode may be found on our web site at the following address: <http://www.leandertx.gov/tod/page/smartcode>

Questions contact

Tom Yantis, AICP
Director of Development Services
512-528-2732
tyantis@leandertx.gov

Quote Response Format

Tab 1	Letter of transmittal identifying firm representative;
Tab 2	Firm qualifications and resumes;
Tab 3	Work samples;



Tab 4	References to include name, address, active telephone and valid e-mail of at least three (3) municipalities that have utilized similar services within the past three years;
Tab 5	Timeline and methodology;
Tab 6	Cost proposal.

Responses shall not exceed twenty (20) pages in length. The response may be submitted either in hard copy (3 bound copies) or electronically as a PDF.

Submission Deadline

Responses are due by 5:00 pm on **Monday, September 9, 2013.**

Respondents shall submit response to:

Tom Yantis, AICP
Director of Development Services
City of Leander

For hard copies:
Post Office Box 319
Leander, Texas 78646

For electronic copies:
tyantis@leandertx.gov